



ENVIRONMENTAL COMMISSION SPECIAL CALLED MEETING MINUTES
Thursday, July 13, 2017

The Environmental Commission Retreat convened in a public meeting on Thursday, July 13, 2017 at City Hall in the Executive Session Room at 301 W. 2nd Street, Austin, Texas 78701.

Commissioners in Attendance:

**Andrew Creel
Marisa Perales
Pam Thompson
Mary Ann Neely
Brytne Kitchin
Peggy Maceo
Hank Smith
Linda Guerrero
Wendy Gordon
Brian Smith**

Commissioners Absent:

Alesha Istvan

Staff in Attendance:

**Sue Barnett
Kaela Champlin
Chuck Lesniak
Mike McDougal
Atha Phillips**

1. CALL TO ORDER

Commissioner Perales called the meeting to order at 6:10 P.M.

2. Discuss Environmental Commission highlights and accomplishments from FY 2016-17 (10 minutes)

Item conducted as posted. No action taken.

3. Discuss Bylaws and scope of the Environmental Commission (15 minutes)

Item conducted as posted. No action taken.

4. Discuss internal communication systems, including email correspondence and requests for agenda items (10 minutes)

Item conducted as posted. No action taken.

5. Discuss Environmental Commission actions (30 minutes)

a. Consider adding suggested time allotments for agenda items at regular meetings

Item conducted as posted. No action taken.

b. Structure of a motion
Item conducted as posted. No action taken.

c. Resolutions vs. Recommendations
Item conducted as posted. No action taken.

6. Commission Development (45 minutes)

a. Discuss variances and Environmental Review—Sue Barnett, Environmental Policy Program Manager, Development Services Department
Item conducted as posted. No action taken.

b. New language for Findings of Fact—Chuck Lesniak, Environmental Officer, Watershed Protection Department
Item conducted as posted. No action taken.

7. Next Steps (10 minutes)

a. 2016 Annual Review Report
Item conducted as posted. No action taken.

b. New items
Item conducted as posted. No action taken.

8. ADJOURNMENT

Commissioner Perales adjourned the meeting at 8:15 P.M.

The City of Austin is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 2 days before the meeting date. For additional information, please call **Kaela Champlin**, Watershed Protection Department, at (512) 974-3443; TTY users route through Relay Texas at 711. For more information on the Environmental Commission, please contact **Kaela Champlin**, Watershed Protection Department, at (512) 974-3443.

** A member of the public may not address a board or commission at a meeting on an item posted as a briefing, per City Code Section 2-1-144(E).*